## Prepare a DA Form 1811

Don't try to show an entire form in one slide

		SUPONFELEASE FROM ACTIVE DUTY	DATE
	For use of this form, see AR 636-6; the pro-		
UTHORITY:	Section 301, Title 5, USC	ED BY THE PRIVACY ACT OF 1974	
PRINCIPAL PURPOSE:	To authorize your reenlist the requirement for menta	ment within a specified time, without phy	vsical examination or without
ROUTINE USES:	To document your physica	il status at time of separation and to reco this form will be placed in your Military	
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### Prepare a DA Form 1811 Personal Data

PHYSICAL DA	TA AND APTITUDE TEST SCORES UPON RELEASE	FROM ACTIVE DUTY		DATE	
	DATA REQUIRED BY THE F	RIVACY ACT OF :	1974		
AUTHORITY:	Y: Section 301, Title 5, USC.				
PRINCIPAL PURPOSE: To authorize your reenlistment within a specified time, without physical examination or without the requirement for mental retesting.					
ROUTINE USES:  To document your physical status at time of separation and to record results of prior mental aptitude tests. (A copy of this form will be placed in your Military Personnel Records Jacket, U.S. Army.)					
NOT DISCLOSE THE INF	SSN AND OTHER PERSONAL INFORMA FORMATION WILL BE REQUIRED TO T RED FOR REENLISTMENT.				
	INSTRUCT.	IONS			
Prepare in triplicate. Origin Records Jacket.	al and duplicate will be given to individual co	oncerned. Triplicate	will be filed in	individual's Military Personnel	
LAST NAVE- FIRST-MODLE INTIAL	8	GPADE		SSN	

Split the form into portions that can be easily viewed

### Prepare a DA Form 1811 Personal Data

#### PHYSICAL DATA AND APTITUDE TEST SCORES UPON RELEASE FROM ACTIVE DUTY.

31 Feb 99

For use of this form, see AR 635-5; the proporent agency is MLPERCEN.

DATA REQUIRED BY THE PRIVACY ACT OF 1974

AUTHORITY: Section 301, Title 5, USC.

PRINCIPAL PURPOSE: To authorize your reenlistment within a specified time, without physical examination or without

the requirement for mental retesting.

ROUTINE USES: To document your physical status at time of separation and to record results of prior mental

aptitude tests. (A copy of this form will be placed in your Military Personnel Records Jacket,

Û.S. Army.)

DISCLOSURE OF YOUR SSN AND OTHER PERSONAL INFORMATION IS VOLUNTARY. HOWEVER, INDIVIDUALS WHO DO NOT DISCLOSE THE INFORMATION WILL BE REQUIRED TO TAKE THE PHYSICAL EXAMINATION AND THE MENTAL APTITUDE TESTS REQUIRED FOR REENLISTMENT.

#### INSTRUCTIONS

Prepare in triplicate. Original and duplicate will be given to individual concerned. Triplicate will be filed in individual's Military Personnel Records Jacket.

LAST NAVE- FIRST - MDDLE INTIAL

Smith, John J.

**GPACE** 

S9N

123-45-6789

SFC

### Prepare a DA Form 1811 Test Scores

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Pick one simple way for the data to appear.

### Prepare a DA Form 1811 Test Scores

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,	AFOITANST SCORE 104 GT 123 SC 116							

Too many elements coming in one at a time can become tedious and annoying.

# Prepare a DA Form 1811 Physical Status

PHYSICAL STATUS						
YOUR PHYSICAL CONDITION ON 31 December 1999 ISSUCHTHAT YOU AFE CONSIDERED PHYSICALLY QUALIFIED						
(Date of Separation)						
FOR SEPARATION OR FOR FEETUL STIMBNIT WITHOUT REEXAMINATION, PROVIDED YOU FEETULIST WITHIN 6 MONTHS AND STATE THAT YOU HAVE NOT ACCUIFED NEW DISEASES OR						
INJURIES DURINGTHE INTERVAL PERIODWIEN NOT AMEMBER OF THE MUTARY SERMOE.						
YOUR PHYSICAL PROFILE ON DATE OF SEPARATION IS: 1111111						
TYPEDIVAVE, GRADE, ANDTITLE OF PERSONNEL OFFICER SIGNATURE						
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Select items can be presented individually as long as it isn't overdone.

## Prepare a DA Form 1811 Statement

	STATEMENT OF PHYSICAL STATUS AT TIME OF ENLISTMENT							
HASTIHEREBEEN ANY C	HASTHETE BEEN ANY CHANCE IN YOUR PHYSICAL CONDITION SINCE YOU WEFE SEPARATED?							
X	YES	☐ NO (IF YES	, DESCRIBE BELOW)					
	I am having a harder time breathing. My back is constantly in pain.							
My feet	t hurt.							
31 Fe		ECFINDVIDUAL BBINGSBPARATED	John J. Smith					
DAFCRM 1811, M	DAFCRM 1811, MAR 77 EDITION OF 1 SEP 68 IS DESOLETE USAPPCV1.00							

Finally, don't use any of your personal information or a recognizable name.

There are commercial and free programs available to let you do the steps outlined. The most important capabilities you need in a single program is the ability to *capture a screen image*, to *crop an image* and also to *save to different image types*.

Some free programs that can do this are:

Irfanview (<a href="http://www.irfanview.com">http://www.irfanview.com</a>)

EyeBrowse (<a href="http://www.eyebrowse.co.uk">http://www.eyebrowse.co.uk</a>)

Ultimate Paint (<a href="http://www.ultimatepaint.com">http://www.ultimatepaint.com</a>)

XnView (<a href="http://www.xnview.org">http://www.xnview.org</a>).

This is not an endorsement of any product. Use is at your sole discretion and your own risk.

As with any computer program, use of a good anti-virus program is essential. Log into your AKO account for more information at: (<a href="https://www.acert.1stiocmd.army.mil/Antivirus">https://www.acert.1stiocmd.army.mil/Antivirus</a>).

You can obtain an Anti-SpyWare program while logged in to your AKO account at:

(https://www.acert.1stiocmd.army.mil/Antivirus/antispyware.htm)